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WINNFIELD CITY COURT
ANNUAL FINANCIAL REPORT
FOR THE YEAR ENDED DECEMBER 31, 2004

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date 7-13-05

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INDEPENDENT ACCOUNTANT'S REPORT

To the Honorable Jacque D. Derr
Winnfield City Court, Winnfield, Louisiana

We have reviewed the accompanying basic financial statements of the governmental activities and each major fund of the **Winnfield City Court**, as of and for the year ended December 31, 2004, as listed in the table of contents.. All information included in these financial statements is the representation of the management of the Winnfield City Court's office.

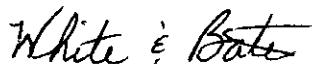
Our review was conducted in accordance with *Statements on Standards for Accounting and Review Services* issued by the American Institute of Certified Public Accountants and applicable standards of *Government Auditing Standards* issued by the Comptroller General of the United States of America. A review consists principally of inquiries of personnel and analytical procedures applied to financial data. It is substantially less in scope than an audit in accordance with generally accepted auditing standards, the objective of which is the expression of an opinion regarding the financial statements taken as a whole. Accordingly, we do not express an opinion.

Based on our review, we are not aware of any material modifications that should be made to the accompanying basic financial statements in order for them to be in conformity with generally accepted accounting principals.

As described in Note 1, the Winnfield City Court has implemented a new financial reporting model, as required by the provisions of GASB Statement No. 34, *Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments*, as of December 31, 2004.

In accordance with the Louisiana Governmental Audit Guide and provisions of state law, we have issued a report dated June 16, 2005, on the results of our agreed-upon procedures.

Our review was made for the purpose of expressing limited assurance that there are no material modifications that should be made to the basic financial statements in order to conform with generally accepted accounting principles. The Budgetary Comparison Schedule, listed in the accompanying table of contents, is not a required part of the financial statements, but is supplementary information required by the Government Accounting Standards Board. Such information has not been subjected to the inquiry and analytical procedures applied in the review of the basic financial statements, but was compiled from information that is the representation of management, without audit or review. Accordingly, we do not express any opinion or any other form of assurance on the supplementary information. The Winnfield City Court has not presented management's discussion and analysis that the Governmental Accounting Standards Board has determined is necessary to supplement, although not required to be part of, the basic financial statements.



White & Bates
Winnfield, Louisiana
June 16, 2005

BASIC FINANCIAL STATEMENTS

The basic financial statements include integrated sets of financial statements as required by GASB. The sets of financial statements are as follows:

Government-wide Financial Statements (GWFS)

Fund Financial Statements (FFS):

Governmental Fund

Fiduciary Funds - Agency

In addition, the notes to the basic financial statements are included to provide information that is essential to a user's understanding of the basic financial statements.

GOVERNMENT-WIDE FINANCIAL STATEMENTS (GWFS)

WINNFIELD CITY COURT
GOVERNMENT-WIDE FINANCIAL STATEMENTS
STATEMENT OF NET ASSETS
DECEMBER 31, 2004

ASSETS

Current Assets

Cash and Cash Equivalents

\$ 1,619

Capital Assets (Net of Accumulated Depreciation)

-

TOTAL ASSETS

1,619

LIABILITIES

Current Liabilities

Accounts Payable

740

TOTAL LIABILITIES

740

NET ASSETS

Invested in Capital Assets (Net of Related Debt)

-

Unrestricted

879

TOTAL NET ASSETS

\$ 1,619

See accompanying notes and accountant's report.

**WINNFIELD CITY COURT
GOVERNMENT-WIDE FINANCIAL STATEMENTS
STATEMENT OF ACTIVITIES
YEAR ENDED DECEMBER 31, 2004**

Activities	Expenses	Program Revenues			Net (Expense)
		Fines, Fees, & Charges for Services	Operating Grants & Contributions	Capital Grants & Contributions	Revenues & Changes in Net Assets
					Governmental Activities
Governmental Activities:					
Judicial	\$ 78,967	\$ 76,242	\$ -	\$ -	\$ (2,725)
Change in Net Assets					(2,725)
Net Assets January 1, 2004					3,604
Net Assets December 31, 2004					\$ 879

See accompanying notes and accountant's report.

FUND FINANCIAL STATEMENTS (FFS)

**WINNFIELD CITY COURT
FUND FINANCIAL STATEMENTS
BALANCE SHEET
GOVERNMENTAL FUND
DECEMBER 31, 2004**

ASSETS	
Cash and Cash Equivalents	\$ 1,619
TOTAL ASSETS	<u>\$ 1,619</u>
LIABILITIES	
Accounts Payable	\$ 740
TOTAL LIABILITIES	<u>740</u>
FUND BALANCE	
Unreserved, Undesignated	<u>879</u>
TOTAL FUND BALANCE	<u>879</u>
TOTAL LIABILITIES AND FUND BALANCE	<u>\$ 1,619</u>

See accompanying notes and accountant's report.

**WINNFIELD CITY COURT
RECONCILIATION OF THE GOVERNMENTAL FUND BALANCE SHEET
TO THE STATEMENT OF NET ASSETS
DECEMBER 31, 2004**

Fund Balances for Governmental Fund at December 31, 2004	\$ 1,619
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Net Assets reported for Governmental Activities in the
Statement of Net Assets is different because:

Capital Assets used in Governmental Activities are not
financial resources and therefore, are not reported in
funds. Those assets consist of:

Equipment & Furniture	7,716	
Less Accumulated Depreciation	<u>(7,716)</u>	
Total Net Capital Assets		<u>-</u>

Net Assets of Governmental Activities at December 31, 2004	<u>\$ 1,619</u>
--	-----------------

See accompanying notes and accountant's report.

**WINNFIELD CITY COURT
FUND FINANCIAL STATEMENTS
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
GOVERNMENTAL FUND
YEAR ENDED DECEMBER 31, 2004**

Revenues:	
Fees, Charges and Commissions for Service:	
Court Costs, Fees and Charges	\$ 76,242
Total Revenues	<u>76,242</u>
Expenditures:	
Current – Judiciary	
Personal Services and Related Benefits	58,300
Operating Services	17,421
Materials and Supplies	3,246
Total Expenditures	<u>78,967</u>
Excess/(Deficit) of Revenues Over Expenditures	(2,725)
Fund Balance at January 1, 2004	<u>3,604</u>
Fund Balance at December 31, 2004	<u>\$ 879</u>

See accompanying notes and accountant's report.

**WINNFIELD CITY COURT
FUND FINANCIAL STATEMENTS
STATEMENT OF FIDUCIARY NET ASSETS – AGENCY FUNDS
DECEMBER 31, 2004**

	<u>CIVIL</u>	<u>PROBATION</u>	<u>TOTAL</u>
Assets:			
Cash and Cash Equivalents	\$ 24,218	\$ 5,582	\$ 29,800
Total Assets	<u>\$ 24,218</u>	<u>\$ 5,582</u>	<u>\$ 29,800</u>
Liabilities:			
Unsettled Deposits	\$ 24,218	5,582	\$ 29,800
Total Liabilities	<u>\$ 24,218</u>	<u>\$ 5,582</u>	<u>\$ 29,800</u>

See accompanying notes and accountant's report.

**WINNFIELD CITY COURT
WINNFIELD, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2004**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

1. A. INTRODUCTION

THE CITY COURT - City courts are created under the authority of Chapter 7 of Title 13 of the Louisiana Revised Statutes (LSA-R.S.) and provide for territorial jurisdiction, powers, authority, functions, election or appointment, of the various city courts throughout the state. The city court's criminal jurisdiction, as provided by LSA-R.S. 13:1894, is limited to the trial of offenses committed within its respective territorial jurisdiction that are not punishable by the imprisonment at hard labor, including the trial or cases involving the violation of any city or parochial ordinance. In addition, the judges may also require bonds to keep the peace; issue warrants of arrest; examine, commit, and admit to bail and discharge; and hold preliminary examinations in all non-capital cases. The city court's civil jurisdiction, as provided by LSA-R.S. 13:1891, is established under the Louisiana Code of Civil Procedure.

The city judge, as provided by LSA-R.S. 13:1872, is elected for a six-year term and, except as otherwise provided in LSA-R.S. 13:1875, receives an annual salary payable monthly by the city and the parish, based upon the population of the territorial jurisdiction of the court.

The city clerk, as provided by LSA-R.S. 13:1884, is appointed by the city judge and serves at the pleasure of the judge until a successor is appointed and qualified. The clerk is responsible for the minute entries of the court, a docket of all proceedings in civil and criminal matters, and additional duties enumerated by law.

The city marshal, as provided by LSA-R.S. 13:188, is elected for a six-year term and receives an annual salary as enumerated in LSA-R.S. 1883. The marshal is the executive officer of the court and executes the orders and mandates of the city court. The marshal makes arrests, preserves the peace, and has the same authority, within his jurisdiction, as a sheriff.

The Winnfield City Court (the "City Court") is located in the City of Winnfield, Louisiana. The City of Winnfield provides the court with a courtroom and offices. The only officials of the City Court are the judge, marshal, and the clerk.

1. B. FINANCIAL REPORTING ENTITY

As the municipal governing authority, for reporting purposes, the City of Winnfield is considered a separate financial reporting entity. The financial reporting entity consists of (a) the primary government (municipality), (b) organizations for which the primary government is financially accountable, and (c) other organizations for which nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete. Governmental Accounting Standards Board Statement No. 14 established criteria for determining which component units should be considered part of the City of Winnfield for financial reporting purposes. The basic criterion for including a potential component unit within the reporting entity is financial accountability. The GASB has set forth criteria to be considered in determining financial accountability. This criteria includes:

**WINNFIELD CITY COURT
WINNFIELD, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS - Continued
DECEMBER 31, 2004**

1. Appointing a voting majority of an organization's governing body, and
 - a. *The ability of the primary government to impose its will on that organization and/or*
 - b. The potential for the organization to provide specific financial benefits to or impose specific financial burdens on the primary government.
2. Organizations for which the primary government does not appoint a voting majority but are fiscally dependent on the primary government.
3. *Organizations for which the reporting entity financial statements would be misleading if data of the organization is not included because of the nature or significance of the relationship.*

Because the City of Winnfield provides office space, courtrooms, and related utility costs, as well as partial funding of salary costs for the City Court, the City Court was determined to be fiscally dependent on the City of Winnfield and accordingly is considered to be a component unit of this financial reporting entity. The accompanying basic financial statements include only the funds maintained by the City Court Judge and do not present information on funds maintained by the City Marshal, nor do they present information on the City of Winnfield, the general government services provided by that governmental unit, or the other governmental units that comprise the financial reporting entity.

1. C. BASIS OF PRESENTATION

The accompanying basic financial statements of the Winnfield City Court have been prepared in conformity with governmental accounting principles generally accepted in the United States of America. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles. The accompanying basic financial statements have been prepared in conformity with GASB Statement 34, "Basic Financial Statements—and Management's Discussion and Analysis—for State and Local Governments", issued in June 1999. As a result, an entirely new financial presentation format has been implemented.

Government-wide Financial Statements (GWFS)

The Statement of Net Assets and Statement of Activities display information about the reporting government as a whole. They include all funds of the Winnfield City Court, which are considered to be governmental activities

The Statement of Activities presents a comparison between direct expenses and program revenues for each of the functions of the Court's governmental activities. Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function. Program revenues include (a) fines, fees and charges paid by the recipients of services offered by the City Court and (b) grants and contributions that are restricted to meeting the operational or capital requirement of a particular program. Revenues that are not classified as program revenues are presented as general revenues.

**WINNFIELD CITY COURT
WINNFIELD, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS - Continued
DECEMBER 31, 2004**

Fund Financial Statements (FFS)

The accounts of the Winnfield City Court are organized on the basis of funds, each of which is considered a separate accounting entity. The various funds are reported by generic fund type in the financial statements. Each fund operates with a group of self-balancing accounts that comprises its assets, liabilities, fund equity, revenues, and expenditures. Revenues are accounted for in the individual funds based upon the purpose for which they are to be spent and the means by which spending activities are controlled. The City Court uses the following fund categories and fund types.

Governmental Fund Type - Major

General Fund – The General Fund is the principal operating fund of the Winnfield City Court and accounts for its operations. The various fees and fines due to the City Court are accounted for in this fund. General operating expenditures are paid from this fund.

Fiduciary Fund Type

Fiduciary Funds– The Agency Funds account for assets that are held by the city court in a custodial capacity pending their transfer to the proper recipient, as provided by Louisiana law. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

1. D. MEASUREMENT FOCUS AND BASIS OF ACCOUNTING

The amounts reflected in the governmental fund financial statements are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities are generally included on the balance sheet. The statement of revenues, expenditures, and changes in fund balances reports on the sources (i.e., revenues and other financing sources) and uses (i.e., expenditures and other financing uses) of current financial resources. This approach is then reconciled, through adjustment to a government-wide view of Clerk of Court operations.

The amounts reflected in the governmental fund financial statements use the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual, i.e., when they become both measurable and available. Measurable means the amount of the transaction can be determined and available means collectible within the current period or soon enough thereafter to pay liabilities of the current period. As a general guideline, the City Court considers all revenues available if they are collected within 60 days after the fiscal year end. Expenditures are recorded when the related fund liability is incurred.

The government-wide financial statements are accounted for using an “economic resources” measurement focus. The accounting objectives of this measurement focus are the determination of operating income, changes in net assets and financial position. All assets and liabilities (whether current or non-current) associated with their activities are reported.

The government-wide financial statements are presented using the accrual basis of accounting. Under accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used.

**WINNFIELD CITY COURT
WINNFIELD, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS - Continued
DECEMBER 31, 2004**

1. E. ASSETS, LIABILITIES, AND EQUITY

Cash and Cash Equivalents

Cash and Cash Equivalents include amounts in demand deposits, interest-bearing demand deposits, and time deposits of the City Court. These deposits are stated at cost, which approximates market.

Receivables and Payables

In the government-wide statements, receivables consist of all revenues earned at year-end and not yet received. Likewise payables consist of all expenditures due at year-end and not yet paid.

In the fund financial statements, material receivables in governmental funds include revenue accruals such as licenses, permits and examination fees since they are usually both measurable and available. Interest and investment earnings are recorded when earned only if paid within 60 days since they would be considered both measurable and available. At the same time, payables in governmental funds include expenditure accruals for goods and services received by year-end, but not yet paid for.

During the course of operations, numerous transactions occur between individual funds to account for the disposition of collections. Any resulting receivables and payables are classified in due from other funds and due to other funds on the balance sheet.

Capital Assets

Capital assets are capitalized at historical cost or estimated cost if historical cost is not available. Donated assets are recorded as capital assets at their estimated fair market value at the date of donation. The City Court maintains a threshold level of \$500 or more for capitalizing capital assets.

Capital assets are recorded in the Statement of Net Assets but are not reported in the fund financial statements. Since surplus assets are sold for an immaterial amount when declared as no longer needed for public purposes, no salvage value is taken into consideration for depreciation purposes. All capital assets, other than land, are depreciated using the straight-line method over the following useful lives:

<u>Asset Class</u>	<u>Estimated Useful Lives</u>
Office, equipment, and furniture	5

Compensated Absences

Full-time employees of the Winnfield City Court earn vacation and sick leave each year as follows:

<u>PERIOD OF CONTINUOUS SERVICE</u>	<u>VACATION DAYS</u>
1 Year	5

**WINNFIELD CITY COURT
WINNFIELD, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS - Continued
DECEMBER 31, 2004**

Vacation leave days are not cumulative and must be used during the period earned. Accordingly, the Winnfield City Court has no accumulated and vested benefits related to vacation leave. The cost of leave privileges is recognized as a current expenditure in the General Fund when leave is actually taken. The Court has no formal sick leave policy.

Equity Classifications

In the government-wide statements, equity is classified as net assets and displayed in three components:

- a. Invested in capital assets – Consists of capital assets including restricted capital assets, net of accumulated depreciation.
- b. Restricted net assets – Consists of net assets with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.
- c. Unrestricted net assets – All other net assets that do not meet the definition of “restricted” or “invested in capital assets.”

In the fund statements, governmental fund equity is classified as fund balance. Fund balance is further classified as reserved and unreserved, with unreserved further split between designated and undesignated.

1. F. REVENUES, EXPENDITURES, AND EXPENSES

Government-wide Financial Statements

Program revenues included in the Statement of Activities are derived directly from the program itself or from other parties. Program revenues reduce the cost of the function to be financed from the City Court’s general revenues.

General revenues are all other revenues not directly related to a program or activity.

Expenses are classified by the direct activities to which they are related, including depreciation. The activity of the Winnfield City Court is Judiciary.

Fund Financial Statements

Revenues are reflected in the fund financial statements by type of the major revenue sources.

Expenditures are reflected in the fund financial statements by the nature of the expenditure.

Other Financing Sources - Proceeds from the sale of fixed assets are accounted for as other financing sources and is recognized when received.

**WINNFIELD CITY COURT
WINNFIELD, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS - Continued
DECEMBER 31, 2004**

1. G. BUDGET AND BUDGETARY ACCOUNTING

The proposed budget for the General Fund for the fiscal year ended December 31, 2004 was made available for public inspection on December 15, 2003. The proposed budget was prepared on the modified accrual basis of accounting.

There were no amendments to the original budget.

Neither encumbrance accounting nor formal integration of the budget into the accounting records is employed as a management device. However, periodic comparisons of budget and actual amounts are made.

All budgeted appropriations lapse at the end of each fiscal year. Unexpended appropriations and any excess of revenues over expenditures are carried forward to the subsequent year as beginning fund balance.

1. H. ESTIMATES

The preparation of financial statements in conformity with U.S. generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the current period. Actual results could differ from those estimates.

1. I. REPORT CLASSIFICATION

Certain previously reported amounts for the year ended December 31, 2003, have been reclassified to conform to the December 31, 2004 classifications.

NOTE 2. CHANGES IN ACCOUNTING PRINCIPLES

For the year ended December 31, 2004, the City Court has implemented GASB Statement No. 34, *Basic Financial Statements for State and Local Governments*. GASB Statement No. 34 creates new basic financial statement for reporting on the City Court's financial activities. The financial statements now include government-wide financial statements prepared on the accrual basis of accounting, and fund financial statements which present information for individual major funds rather than by fund type which has been the mode of presentation in previously issued financial statements. The City Court also implemented GASB Statement No. 38, *Certain Financial Statement Disclosures*, and Interpretation No. 6, *Recognition and Measurement of Certain Liabilities and Expenditures in Governmental Fund Financial Statements*.

**WINNFIELD CITY COURT
WINNFIELD, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS - Continued
DECEMBER 31, 2004**

The implementation of GASB Statement No. 34 caused the opening fund balance at December 31, 2003 to be restated in terms of "net assets" as follows:

Total fund balances—Governmental Funds At December 31, 2003		\$ 3,604
Add: Cost of capital assets at December 31, 2003	\$ 7,716	
Less: Accumulated depreciation at December 31, 2003	<u>(7,716)</u>	<u>-</u>
Net assets at December 31, 2003		<u>\$ 3,604</u>

NOTE 3. CASH AND CASH EQUIVALENTS

Under state law, the City Court may deposit funds in demand deposits, interest bearing demand deposits, money market accounts, or time deposits with state banks organized under Louisiana law and national banks having their principal offices in Louisiana.

At December 31, 2004, the carrying amount of the City Court's cash and cash equivalents totaled \$31,419 as follows:

	GWFS Statement of Net Assets	Fiduciary Funds Statement of Net Assets	Total
Demand Deposits	\$ 1,619	\$ 29,800	\$ 31,419
Total Cash & Cash Equivalents	<u>\$ 1,619</u>	<u>\$ 29,800</u>	<u>\$ 31,419</u>

Under state law, these deposits (or the resulting bank balances) must be secured by federal deposit insurance or the pledge of securities owned by the financial institution. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the financial institution. At December 31, 2004, the bank balance of the City Court's deposits with financial institutions was \$31,419. All of the bank balance was covered by federal depository insurance.

**WINNFIELD CITY COURT
WINNFIELD, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS - Continued
DECEMBER 31, 2004**

NOTE 4. CAPITAL ASSETS

A summary of the changes in capital assets for the year ended December 31, 2004 is as follows:

	Balance 01/01/04	Additions	Deletions	Balance 12/31/04
Governmental Activities:				
Capital Assets:				
Equipment and Furniture	\$ 7,716	\$ -	\$ -	\$ 7,716
Less Accumulated Depreciation	<u>7,716</u>	<u>\$ -</u>	<u>\$ -</u>	<u>7,716</u>
Governmental Activities, Capital Assets, net	<u>\$ -</u>			<u>\$ -</u>

NOTE 5. EMPLOYEE RETIREMENT SYSTEM

Substantially all employees of the City Court are members of the following statewide retirement systems: Municipal Employees Retirement System of Louisiana, or Louisiana State Employees' Retirement system. These systems are cost-sharing, multiple-employer defined benefit pension plans administered by separate boards of trustees. Pertinent information relative to each plan follows:

A. Municipal Employees Retirement System of Louisiana (System)

The City Clerk is a participant in the Municipal Employees Retirement System. The City of Winnfield pays the Clerk's salary and makes employer contributions to the System on behalf of the City Court.

Plan Description. The System is composed of two distinct plans, Plan A and Plan B, with separate assets and benefit provisions. All employees of the municipality are members of Plan A.

All permanent employees working at least 35 hours per week who are not covered by another pension plan and are paid wholly or in part from municipal funds and all elected municipal officials are eligible to participate in the System. Under Plan A, employees who retire at or after age 60 with at least 10 years of creditable service, at or after age 55 with at least 25 years of creditable service, or at any age with at least 30 years of creditable service are entitled to a retirement benefit, payable monthly for life, equal to 3 percent of their final-average salary for each year of creditable service. Final-average salary is the employee's average salary over the 36 consecutive or joined months that produce the highest average. Employees who terminate with at least the amount of creditable service stated above, and do not withdraw their employee contributions, may retire at the ages specified above and receive the benefit accrued to their date of termination. The System also provides death and disability benefits. Benefits are established or amended by state statute.

**WINNFIELD CITY COURT
WINNFIELD, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS - Continued
DECEMBER 31, 2004**

The System issues an annual publicly available financial report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to the Municipal Employees Retirement System of Louisiana, 7937 Office Park Boulevard, Baton Rouge, Louisiana 70809, or by calling (225) 925-4810.

Funding Policy. Under Plan A, members are required by state statute to contribute 9.25 percent of their annual covered salary and the City of Winnfield is required to contribute at an actuarially determined rate. The current rate is 15.0 percent of annual covered payroll. Contributions to the System also include one-fourth of one percent (except Orleans and East Baton Rouge Parishes) of the taxes shown to be collectible by the tax rolls of each parish. These tax dollars are divided between Plan A and Plan B based proportionately on the salaries of the active members of each plan. The contribution requirements of plan members and the City of Winnfield are established and may be amended by state statute. As provided by Louisiana Revised Statute 11:103, the employer contributions are determined by actuarial valuation and are subject to change each year based on the results of the valuation for the prior fiscal year. The City of Winnfield's contributions to the System under Plan A on behalf of the City Court for the year ending December 31, 2004, was \$3,240, and was equal to the required contribution.

B. Louisiana Employees Retirement System of Louisiana

The Judge participates in the Louisiana State Employees' Retirement System ("LASERS"). The City of Winnfield pays part of the Judge's salary and makes retirement contributions to LASERS on behalf of the City Court.

Plan Description. All state employees except certain classes of employees specifically excluded by Statute become members of the System as a condition of employment unless they elect to continue as a contributing member in any other retirement system for which they remain eligible for membership. Elected officials and officials appointed by the Governor may, at their option, become members of LASERS. The age and years of creditable service required in order for a member to retire with full benefits are established by Statute and vary depending on the member's employer and job classification.

The basic annual retirement benefit for substantially all members is equal to 2.5% of average compensation multiplied by the number of years-creditable service plus \$300.00. Average compensation is defined as the member's average annual earned compensation for the thirty-six consecutive months of employment during which the member's aggregate earned compensation was greatest. Judges, court officers, and certain elected officials receive an additional annual retirement benefit equal to 1% of average compensation multiplied by the number of years of creditable service in their respective capacity. As an alternative to the above basic retirement benefit, a member may elect to receive his retirement benefit under any one of four different options providing for a reduced retirement benefit payable throughout his life with certain benefits being paid to his designated beneficiary after his death.

The system issues an annual publicly available financial report that includes financial statements and required supplementary information for the System. That report may be obtained by calling the LASERS office at 1-800-256-3000.

**WINNFIELD CITY COURT
WINNFIELD, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS - Continued
DECEMBER 31, 2004**

Funding Policy. Members are required by the State to contribute 11.5% of their annual covered salary, and the Court is required to contribute 17.8% of the annual covered salary. The contribution rates are covered by Louisiana Revised Statute 11:103. The required contribution for the year ended December 31, 2004, was \$7,088. The required contribution was made.

NOTE 5. CHANGES IN FIDUCIARY FUND TYPE - AGENCY FUND BALANCES

The following is a summary of changes in agency fund unsettled balances for the year ended December 31, 2004:

<u>Funds</u>	Balance 01/01/04	Additions	Reductions	Balance 12/31/04
Civil	\$ 21,347	\$ 62,949	\$ 60,078	\$ 24,218
Probation	11,075	64,429	69,922	5,582
Totals	<u>\$ 32,422</u>	<u>\$ 127,378</u>	<u>\$ 130,000</u>	<u>\$ 29,800</u>

NOTE 6. LITIGATION

The Winnfield City Court was not involved in any litigation at December 31, 2004.

NOTE 7. OTHER DISCLOSURES

There were no subsequent events, leases, or related party transactions that require disclosures in these notes to the December 31, 2004 financial statements.

(Concluded)

REQUIRED SUPPLEMENTARY INFORMATION

Required supplementary information includes financial information and disclosures that are required by the GASB but are not considered a part of the basic financial statements. Such information includes:

- Budgetary Comparison Schedule – General Fund

WINNFIELD CITY COURT
BUDGETARY COMPARISON SCHEDULE – GENERAL FUND
YEAR ENDED DECEMBER 31, 2004

	<u>BUDGET</u>		<u>VARIANCE</u>
	<u>ORIGINAL</u>	<u>ACTUAL</u>	<u>POSITIVE</u>
			<u>(NEGATIVE)</u>
Revenues:			
Fees, Charges and Commissions for Service:			
Court Costs, Fees and Charges	\$ 75,000	\$ 76,242	\$ 1,242
Total Revenues	<u>75,000</u>	<u>76,242</u>	<u>1,242</u>
Expenditures:			
Current – Judiciary			
Personal Services and Related Benefits	57,000	58,300	(1,300)
Operating Services	15,000	17,421	(2,421)
Materials and Supplies	3,000	3,246	(246)
Total Expenditures	<u>75,000</u>	<u>78,967</u>	<u>(3,967)</u>
Excess/(Deficit) of Revenues Over Expenditures	-	(2,725)	(2,725)
Fund Balance at January 1, 2004	<u>3,604</u>	<u>3,604</u>	<u>-</u>
Fund Balance at December 31, 2004	<u>\$ 3,604</u>	<u>\$ 879</u>	<u>\$ (2,725)</u>

See accountant's report.

OTHER SUPPLEMENTARY INFORMATION

WHITE & BATES

CERTIFIED PUBLIC ACCOUNTANTS

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LAWRENCE J. WHITE, C.P.A.

STEVEN F. BATES, C.P.A.

June 16, 2005

INDEPENDENT ACCOUNTANT'S REPORT ON APPLYING AGREED-UPON PROCEDURES

Honorable Jacque D. Derr
Winnfield City Court
Winnfield, LA 71483

We have performed the procedures included in the *Louisiana Government Audit Guide* and enumerated below, which were agreed to by the management of Winnfield City Court and the Legislative Auditor, State of Louisiana, solely to assist the users in evaluating management's assertions about the Winnfield City Court's compliance with certain laws and regulations during the year ended December 31, 2004 included in the accompanying *Louisiana Attestation Questionnaire*. This agreed-upon procedures engagement was performed in accordance with standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of the specified users of the report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

Public Bid Law

1. Select all expenditures made during the year for material and supplies exceeding \$20,000, or public works exceeding \$100,000, and determine whether such purchases were made in accordance with LSA-RS 38:2211-2251 (the public bid law).

No expenditures were made during the year that met the scope of the public bid law.

Code of Ethics for Public Officials and Public Employees

2. Obtain from management a list of the immediate family members of each board member as defined by LSA-RS 42:1101-1124 (the code of ethics), and a list of outside business interests of all board members and employees, as well as their immediate families.

The Winnfield City Court provided us with the required list.

3. Obtain from management a listing of all employees paid during the period under examination.

The Winnfield City Court provided us with all payroll records.

4. Determine whether any of those employees included in the listing obtained from management in agreed-upon procedure (3) were also included on the listing obtained from management in agreed-upon procedure (2) as immediate family members.

None of the employees on the list provided in agreed-upon procedure (3) matched any name provided in agreed-upon procedure (2).

Budgeting

5. Obtained a copy of the legally adopted budget and all amendments.

The Winnfield City Court provided us with a copy of the original budget.

6. Trace the budget adoption and amendments to the minute book.

The budget was adopted on December 15, 2003 by the Winnfield City Court and made available for public inspection on that date. The Winnfield City Court is an independently elected official; therefore, no meetings or minutes are necessary to adopt the budget.

7. Compare the revenues and expenditures of the final budget to actual revenues and expenditures to determine if actual revenues failed to meet budgeted revenues by 5% or more or if actual expenditures exceed budgeted amounts by 5% or more.

We compared the revenues and expenditures of the final budget to actual revenues and expenditures. Unfavorable variances did not exceed five percent (5%).

Accounting and Reporting

8. Randomly select 6 disbursements made during the period under examination and:

- (a) trace payments to supporting documentation as to proper amount and payee;

We examined supporting documentation for each of the six selected expenditures and noted that the payment amount and payee were proper.

- (b) determine if payments were properly coded to the correct fund and general ledger account;

We noted no exceptions to codings for proper fund or general ledger account.

- (c) and determine whether payments received approval from proper authorities.

The Winnfield City Court properly approved all selections.

Meetings

9. Examine evidence indicating that agendas for meetings recorded in the minute book were posted or advertised as required by LSA-RS 42:1 through 42:12 (the open meetings law).

The Winnfield City Court is an independently elected official; therefore, no meetings are required.

Debt

10. Examine bank deposits for the period under examination and determine whether any such deposits appear to be proceeds of banks loans, bonds, or like indebtedness.

No deposits were noted which appeared to be for any of the items noted.

Advances and Bonuses

11. Examine payroll records and minutes for the year to determine whether any payments have been made to employees which may constitute bonuses, advance, or gifts.

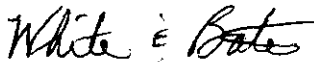
We examined the Winnfield City Court payroll records for the year ended December 31, 2004 and noted no payments to employees or the City Court which would constitute a bonus, advance, or gift.

Prior Comments and Recommendations

12. Our prior year report, dated June 9, 2004 did not include any comments or unresolved matters.

We were not engaged to, and did not, perform an examination, the objective of which would be the expression of an opinion on management's assertions. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the use of the Winnfield City Court and the Louisiana Legislative Auditor, and should not be used by those who have not agreed to the procedures and taken responsibility for the sufficiency of the procedures for their purposes. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.



White & Bates
Winnfield, Louisiana
June 16, 2005

**WINNFIELD CITY COURT
MANAGEMENT'S CORRECTIVE ACTION PLAN
YEAR ENDED DECEMBER 31, 2004**

A. REVIEW REPORT

No findings were reported.

B. ATTESTATION REPORT

No findings were reported.

C. MANAGEMENT LETTER

No management letter was issued with this report.

**WINNFIELD CITY COURT
SCHEDULE OF PRIOR YEAR FINDINGS AND QUESTIONED COSTS
YEAR ENDED DECEMBER 31, 2004**

A. COMPILATION REPORT

No findings were reported.

B. ATTESTATION REPORT

No findings were reported.

C. MANAGEMENT LETTER

No management letter was issued with this report.

LOUISIANA ATTESTATION QUESTIONNAIRE
FOR THE YEAR ENDED DECEMBER 31, 2004

WINNFIELD CITY COURT

LOUISIANA ATTESTATION QUESTIONNAIRE (For Attestation Engagements of Government)

June 16, 2005(Date Transmitted)

White & Bates
P. O. Box 1397
Winnfield, LA 71483

In connection with your review of our financial statements as of December 31, 2004 and for the year then ended, and as required by Louisiana Revised Statute 24:513 and the *Louisiana Governmental Audit Guide*, we make the following representations to you. We accept full responsibility for our compliance with the following laws and regulations and the internal controls over compliance with such laws and regulations. We have evaluated our compliance with the following laws and regulations prior to making these representations.

These representations are based on the information available to us as of June 16, 2005.

Public Bid Law

It is true that we have complied with the public bid law, LSA-RS Title 38:2212, and, where applicable, the regulations of the Division of Administration, State Purchasing Office.

Yes [X] No []

Code of Ethics for Public Officials and Public Employees

It is true that no employees or officials have accepted anything of value, whether in the form of a service, loan, or promise, from anyone that would constitute a violation of LSA-RS 42:1101-1124.

Yes [X] No []

It is true that no member of the immediate family of any member of the governing authority, or the chief executive of the governmental entity, has been employed by the governmental entity after April 1, 1980, under circumstances that would constitute a violation of LSA-RS 42:1119.

Yes [X] No []

Budgeting

We have complied with the state budgeting requirements of the Local Government Budget Act (LSA-RS 39:1301-14) or the budget requirements of LSA-RS 39:34.

Yes [X] No []

Accounting and Reporting

All non-exempt governmental records are available as a public record and have been retained for at least three years, as required by LSA-RS 44:1, 44:7, 44:31, and 44:36.

Yes [X] No []

We have filed our annual financial statements in accordance with LSA-RS 24:514, 33:463, and/or 39:92, as applicable.

Yes [X] No []

We have had our financial statements audited or compiled in accordance with LSA-RS 24:513.

Yes [X] No []

Meetings

We have complied with the provisions of the Open Meetings Law, provided in RS 42:1 through 42:12.

Yes [X] No []

Debt

It is true we have not incurred any indebtedness, other than credit for 90 days or less to make purchases in the ordinary course of administration, nor have we entered into any lease-purchase agreements, without the approval of the State Bond Commission, as provided by Article VII, Section 8 of the 1974 Louisiana Constitution, Article VI, Section 33 of the 1974 Louisiana Constitution, and LSA-RS 39:1410.60-1410.65.

Yes [X] No []

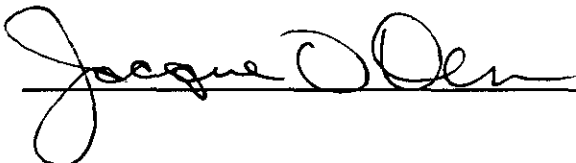
Advances and Bonuses

It is true we have not advanced wages or salaries to employees or paid bonuses in violation of Article VII, Section 14 of the 1974 Louisiana Constitution, LSA-RS 14:138, and AG opinion 79-729.

Yes [X] No []

We have disclosed to you all known noncompliance of the foregoing laws and regulations, as well as any contradictions to the foregoing representations. We have made available to you documentation relating to the foregoing laws and regulations.

We have provided you with any communications from regulatory agencies or other sources concerning any possible noncompliance with the foregoing laws and regulations, including any communications received between the end of the period under examination and the issuance of this report. We acknowledge our responsibility to disclose to you any known noncompliance which may occur subsequent to the issuance of your report.

 City Judge 6/16/05 Date